

**C.C.E. Central Dispatch Authority
Board of Directors
1694 US Highway 131 – Petoskey, Michigan
MEETING LOCATION
Petoskey City Hall**

MINUTES

August 17, 2016

BOD MEMBERS PRESENT

Michael Cain, Chairman
James Tamlyn, Vice Chair
John Wallace, Secretary
Chris Christensen
Joe Lavender
Marcia Rocheleau
Pat Ball
Bill Dohm
Lon Stephens
Tom Richards

REPRESENTING

Charlevoix County Cities and Villages
Emmet County Board of Commissioners
Cheboygan County Board of Commissioners
Charlevoix County Board of Commissioners
Cheboygan County Cities and Villages
Cheboygan County Townships
Emmet County Townships
Alternate Emmet County Townships
Charlevoix County Townships
Emmet County Cities and Villages

BOD MEMBERS ABSENT

Rob Straebel

REPRESENTING

Alternate Emmet County Cities and Villages

911 COMMITTEE MEMBERS

Kevin Shepard
Marty Krupa
Kari Kortz

Charlevoix County Administrator
Emmet County Administrator
Finance Officer

OTHERS PRESENT

Bob Bradley
Greg Clark
Sheriff Pete Wallin
Lt Derrick Carroll
Lt. Matt Breed
Al Welsheimer
Megan Anderson
Jessica Spindler

REPRESENTING

CCE Central Dispatch
CCE Central Dispatch
Emmet County Sheriff's Office
Michigan State Police
Petoskey Department of Public Safety
Resort Bear Creek Fire Department
OEM
Tele-Rad

Meeting called to order by Chairman Mike Cain called the meeting to order at 1:37 PM.

ROLL CALL – See Above

See Above

CORRESPONDENCE

Letter from Charlevoix Sheriff Don Schneider.

PUBLIC COMMENT

APPROVAL of MINUTES

June 15, 2016 Remove Pat Ball from the Meeting Attendees Add Kari Kortz to Meeting Attendees

July 06, 2016 *Special Meeting* with corrections as discussed.

July 20, 2016 with corrections as discussed.

Motion by Jim Tamlyn to approve the minutes with corrections with Support from Pat Ball. Motion approved with Unanimous Voice Vote.

RADIO PROJECT REPORT

Mr. Bradley reported that the Radio Project Steering Committee met on Monday, August 15, 2016 to begin the process of reviewing which Public Safety radio system will be best for CCE and its agencies. Mike Cain further commented on the meeting went well with answering questions August 29, 2016 next meeting. Discussion was held as to why move to the 800 MHz radio system. Making future considerations and recommendations on the Radio System will come out of the Steering Committee. The meeting was started with a good format and beginning organizational meeting. Steering Committee Meeting minutes will be shared with both the TAC and 911 BOD.

Chris Christensen joined the meeting 145 pm.

ADDITION TO THE AGENDA

Ms. Kortz reported on the Audit bids that were received from three separate Companies.

Ms. Kortz provided a spreadsheet with details of the bids, and gave a summary of the bid proposals.

This is a three (3) year bid proposal. Motion by Mr. Ball with Support from Mr. Wallace to approve the three (3) year audit quote to Rassmussen, Teller and O'Neil. Motion Approved by Unanimous Voice Vote. Mr. Stephens asked why the delay in having the audit this late in the year. Mr. Clark explained that with staff shortage in the front office that we have been running behind in this area, we are running about 2 months behind in this process.

Mr. Cain discussed the Director Evaluation process and the 911 Committee Members are still waiting on a couple of Board Members review.

Discussion of holding a Special Meeting for the purpose of the Directors Evaluation on Wednesday, August 31 at 3:00 PM. Mr. Cain mentioned that the meeting can be requested to go into Closed Session at the time of the meeting.

Motion by Mr. Ball to have the meeting on August 31, 2016 at 3:00 PM in the City of Cheboygan with Support from Mr. Wallace. Motion Carried by Unanimous Voice Vote. Actual location to be determined.

Mr. Richards volunteered to be the Recording Secretary. Mr. Cain again reminded the Board that the evaluations should be held in confidence. Ms. Kortz reminded the Board that administrative staff raises have been set aside in this year's budget as previously discussed.

DIRECTORS REPORT

Introduction of new Board Members

Joe Lavender representing the Cities and Villages of Cheboygan and Lon Stephens representing the Townships of Charlevoix.

Mr. Bradley reported on the City of Petoskey water tower project is almost completed, with AT&T being the last to take down their temporary tower.

Mr. Bradley discussed an update on the NG911 status for CCE. He also discussed the updating our 911 Phone system to make it NG911 ready and to create a Multi-Node connection to Grand Traverse County 911 to support a redundant backup system between the 911 Centers. Mr. Bradley reviewed the design of the Multi- Node configuration of the Phone System. This will strengthen our 911 call taking ability not only at CCE but allow our calls to be supported at other 911 Centers in emergency situations. Mr. Bradley mentioned that the budgeted upgrade for our 911 call taking system known by the name Viper which is provided by Intrado/West should be ready for approval by the Board at the September meeting. This is an approved budgeted item for this year as for part of the NG911 process.

Mr. Bradley mentioned the Petoskey News Paper editorial from Jeremy McBain that mentions listening to our dispatch center on their scanner in the news room.

Mr. Bradley mentioned that Dispatch Operations Coordinator Michelle Katt has been keeping busy. He discussed that we have upcoming training and working with some of our agencies.

Mr. Bradley thanked the City of Petoskey DPS Chief Matt Breed and Lt Randy West for contacting the developers of Pokemon. There has been an endless parade of cars visiting the City of Petoskey water tower, which apparently is a reload point for the game. They were able to work with game developers to remove the site.

ROUND TABLE

Mr. Christensen asked about the review to make sure that one of the reviews missing was not from one of the Board members that recently resigned.

Mr. Ball asked about an update for the Mackinaw City tower from CCE's antennas and equipment. Mr. Bradley stated that the only thing we have not been able to get on the air is Cheboygan Fire Channel due to an objection from the Canadians. This is being reviewed and tested at a reduced wattage and lower heights for antenna locations.

Mr. Cain asked if there were any new updates on the Wexford County 911 situation and where they were at with their future of 911. Mr. Bradley mentioned that Wexford County was not in attendance at the regular Region 7 911 Connect Meeting that was held yesterday. Discussions were held about the ability of CCE 911 to investigate the ability to contract with another 911 Center, at this time the board is content with the three (3) primary Counties. Contracting with another County 911 Center could be a future possibility.

ADJOURNMENT

Motion made by Mr. Wallace with Support from Mr. Richards to adjourn at 1500 PM.

Respectfully submitted by Greg Clark